

PLEASE READ AND FOLLOW THE INSTRUCTIONS FOR THE MODULAR HOME PROPERTY LOCATOR/ CERTIFICATE OF INSTALLATION FORM

RETAILER/DEVELOPER/MODULAR CONTRACTOR: To ensure compliance with Regulation ME-2007-3 and Miss. Code Ann. § Section 75-49-9(2), it shall be the responsibility of each **Retailer/Developer/Modular Contractor** to submit a legible and properly completed **Modular Home Property Locator/Certificate of Installation, signed by the Retailer/Developer/Modular Contractor and the installer/transporter,** to the Factory-Built Home Division of the State Fire Marshal's Office for all modular homes **within seventy-two (72) hours (3 days) prior to the delivery or installation of the home** during regular business hours.

The Retailer/Developer/Modular Contractor is required to provide the following:

- a. Request in writing a serial numbered **Installation Decal** from the Factory-Built Home Division of the State Fire Marshal's Office **prior to the home being delivered to the site.**
- b. Attach a copy of the **Installer's Certification from the Manufacturer** to the Modular Home Property Locator/Certificate of Installation.

INSTALLER/TRANSPORTER: To ensure compliance with Regulation ME-2007-3 and Miss. Code Ann. § Section 75-49-9(2), it shall be the responsibility of each **Installer/transporter** to submit a legible and properly completed **Modular Home Property Locator/Certificate of Installation** form to the Factory-Built Home Division of the State Fire Marshal's Office for all **Secondary Installations** of factory-built, modular homes **within seventy-two (72) hours (3 days) prior to the delivery or installation of the home** during regular business hours.

The Installer/Transporter is required to provide the following:

- a. Request in writing a serial numbered **Installation Decal** from the Factory-Built Home Division of the State Fire Marshal's Office **prior to the home being delivered to the site.**
- b. Submit a copy of the **Installer's Certification from the Manufacturer** to the Modular Home Property Locator/Certificate of Installation.

To access the State Fire Marshal's web site for the Modular Home Property Locator/Certificate of Installation form type in the following address link:

www.mid.ms.gov/sfm/pdf/ModularHomePropertyLocator-Certificate.pdf

To e-mail a scanned copy of the properly completed and signed Modular Home Property Locator/Certificate of Installation, please use the following address:

manhousing@mid.ms.gov

State of Mississippi Fire Marshal's Office
Factory-Built Home Division
P.O. Box 79
Jackson, MS 39205-0079
Fax #: (601) 359-1076 or e-mail: manhousing@mid.ms.gov

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MODULAR HOME PROPERTY LOCATOR/ CERTIFICATE OF INSTALLATION

Retailer/Developer/Modular Contractor Name: _____
License No.: _____
Address: _____
City/State/Zip: _____
Phone No.: _____
Fax No.: _____
Email (if available): _____
 Secondary Installation

Installers Name: _____
License No.: _____
Address: _____
City/State/Zip: _____
Phone No.: _____
Fax No.: _____
Email (if available): _____
 Certified Installer (**Attach Copy of Manufacturer Certificate**)

Consumer's Name: _____
Address: _____
City/State/Zip: _____
Phone No.: _____
County Where Home is Located: _____
Date of Installation: _____

Serial #: _____
Wind Zone: _____ Unit Size: _____
 New Home Single wide Double wide
 Used Home Triple wide: Other: _____
Model: _____ Year: _____
Manufacturer: _____
Installation Decal #: _____

Hunting/Fishing Camp* Storage* (* If checked: Requires **Affidavit of Homeowner Statement attached to this form**)

FLOOD ZONE: : Home is not in a flood zone Home is in a flood zone FEMA Engineered foundation drawing attached
SITE PREPARATION BY: Contractor Homeowner/Landowner Installer/Transporter Retailer/Developer
TYPE OF PAN FOUNDATION SYSTEM: Oliver Tie Down Minute Man Other: _____
VAPOR BARRIER: Used Home – Advised Homeowner that Installation Recommended New Home- Installation Required
TYPE OF FOUNDATION: Off-frame (Engineer Designed) On-Frame (Block Foundation with Tie Downs/Anchors)
SOIL DENSITY RESULTS: _____

Soil Classification Test Probe Information (Installer only):

Soil test probe reading (ft-lbs): _____ Soil test probe reading (ft-lbs): _____
Depth of Probe for reading (ft): _____ Depth of Probe for reading (ft): _____
(Right front) (Left front) (Right rear) (Left rear)

Soil test probe reading (ft-lbs): _____
Depth of Probe for reading (ft): _____
(Front Center) (Rear center) Class of anchor used**:

() If no soil tests were conducted C4 anchors shall be installed.**

I HEREBY CERTIFY THAT THIS HOME IS INSTALLED ACCORDING TO THE MANUFACTURER'S SPECIFICATIONS OR, IF A USED HOME, ACCORDING TO ME-2007-3, AS AMENDED AND IS READY FOR INSPECTION ON THIS DATE:
_____ DAY OF _____, 20____.

Retailer/Developer Modular Contractor (Print Name) _____ (Signature)

Installer (Print Name) _____ (Signature)

Whoever fails to comply with an order issued by the State Fire Marshal's Office under the provisions of "The Uniform Standards Code for Factory-Built Homes Law" (ME-2007-3) Section 75-49-19, Mississippi Code 1972, Annotated, shall be subject to penalties as described by law.

Date Inspected: _____ Fire Marshal's Signature: _____

DIRECTIONS TO HOME: Directions must start from a known (be specific) starting point so that the Inspector may proceed to the location of the manufactured home. For example, use route # and pertinent street and road names. Use left, right and preferably compass directions, (North, South, East, West). Refrain from the use of such landmarks as dealerships, vehicles, and service stations, as they are subject to name changes and physical relocation.

